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Records 2

SECRET

Office Memorandum • **SECURITY INFORMATION** • UNITED STATES GOVERNMENT

STAT TO : [] Records Mgt. & Distribution Branch DATE: 13 February 1952
STAT VIA : [] Room 215 South Building
FROM : Documents Control Branch, Foreign Documents Division, O/O
SUBJECT: Transfer of Non-Vital Record

STAT 1. Effective this date, the following non-vital record is transferred
to the CIA Library, OCD, attention: [] Room 1514 "M":

"IC Card Catalog - Card Catalog of Captured German and Russian Documents", 3 x 5 cards arranged alphabetically by country and numerically by serial number, totaling sixty-four (64) linear feet, classified SECRET, constituting a record copy, non-current, active and non-vital file. This is item 1. on the Records Analysis Work Sheet for the USSR Branch, Foreign Documents Division, Office of Operations.

2. This effectively cancels the disposition of this file as stated on the Records Analysis Work Sheet of 11 August 1951 and the above disposition will be inserted in its place.

STAT 3. The CIA Library, OCD, has a priority need for the file and the new custodian of the file, [] is fully cognizant of the fact that the CIA Library, OCD, is hereafter responsible for the file.

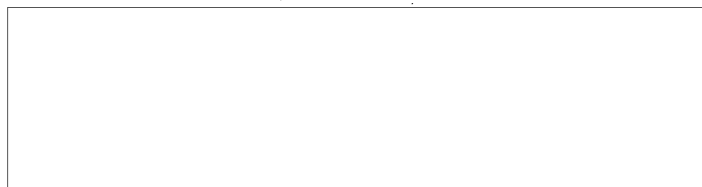
4. The file will be transferred to the CIA Library, OCD, in Safe #2225, a five (5) drawer, combination-lock type, holding twenty (20) 3 x 5 trays, and in four (4) separate 3 x 5 trays.

5. Administration Office, FDD, O/O, will insure that the transfer of the safe and trays is brought to the attention of the Supply Office.

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*Noted on Work Analysis
Sheet 28 Feb 52*



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